

Instruction on How to Register as a Coach or Chaperone for the ODP Program

- 1) Go to our website at www.gasoccer.org .
- 2) Hold your cursor over the Programs tab(on top)
- 3) Scroll down to select Olympic Development Program
- 4) Select the register tab under the Registration notice.
- 5) You will be re-directed to our registration software.
- 4) Click on **Registration** (top left)
- 5) Select Coaching Registration and **Continue**
- 6) Use **Option 1** if you have a Username & Password
Use **Option 2** if you have forgotten your Username & Password
Use **Option 3** if you don't have a Username & Password. Complete your profile and Click on **Create New Account**
- 7) **Family Member List** (page)
 - a) Make sure ONLY your name has a **Check Mark** in the **middle box** that says **Coach/Admin**
 - b) In the Relationship box – Select No-Relationship
 - c) Put your **Date of Birth**
 - d) Select your **Gender** from drop box
 - e) Click on **Continue**
- 8) **Family Member Review List** (page)
Make sure you have your **Name** and **Date of Birth** recorded accurately and then click on **Continue**
- 9) **Coach/Administrator Application** (page)
In the Second Box, from the drop box – Select **Coach Registration** and Click on **Create Application**
- 10) **Personal Information** (page)
Scroll down to **ID Information Section**
 - a) In **ID Type** box – Select **Drivers License**
 - b) Put your **Drivers License Number** in the next box
 - c) Put your **Drivers License Expiration Date** in the next box

Level of Play: Scroll down to the **Select Level Play section** and put **check mark** in the ODP box.
Make sure you put **check mark** in at least one Box.

Role: Put a **check mark** on at least one box (whichever one applies to you) where it shows Assistant Coach/ Team Captain/ Head Coach/ Team Assistant/ Team Manager/ Team Parent

Once done, click on **Continue**. Keep on Clicking on Continue till you get “**Registration Complete**”

If you have any questions, don't hesitate to contact me at 678-993-2110